



CANNON BUILDING
861 SILVER LAKE BLVD., SUITE 203
DOVER, DELAWARE 19904-2467

STATE OF DELAWARE
DEPARTMENT OF STATE

DIVISION OF PROFESSIONAL REGULATION

TELEPHONE: (302) 744-4500
FAX: (302) 739-2711
WEBSITE: WWW.DPR.DELAWARE.GOV

PUBLIC MEETING MINUTES:	REAL ESTATE EDUCATION COMMITTEE
MEETING DATE AND TIME:	Thursday, May 5, 2011 at 9:30 a.m.
PLACE:	861 Silver Lake Boulevard, Dover, Delaware Conference Room A
MINUTES APPROVED	06/02/2011

MEMBERS PRESENT

Tim Riale, Sussex County, Professional Member, Chairperson
Doug Doyle, Kent County, Professional Member, Vice Chairperson (10:40 a.m. – 12: 47 p.m.)
Danielle Benson, New Castle County, Professional Member
Tom Burns, Kent County, Professional Member
Karen Hamilton, Sussex County, Professional Member (9:42 a.m. – 11:06 a.m.)
Donna Klimowicz, New Castle County, Professional Member
Tammy Reagan, Sussex County, Professional Member (9:42 a.m. – 11:06 a.m.)
John Tarburton, Sussex County, Public Member
Elaine Woerner, New Castle County, Professional Member

MEMBER ABSENT

Dee Hake DeMolen, Kent County, Professional Member

DIVISION STAFF

Jessica Williams, Administrative Specialist II

ALSO PRESENT

Karen Alleva, NCCBOR
Regina Lundeen, DAR

CALL TO ORDER

Mr. Riale called the meeting to order at 9:42 a.m.

REVIEW OF MINUTES

A motion was made by Ms. Hamilton, seconded by Ms. Klimowicz, to approve the April 7, 2011 minutes as amended. Motion unanimously carried.

UNFINISHED BUSINESS

Discussion Regarding Proposed Changes to CE Requirements for First Time Salespersons & Brokers

Mr. Riale informed the Committee that the Commission approved the proposed changes to the CE requirements, with additional changes. The Commission approved the changes based on eliminating the two elective courses and adding two required modules, property management and a commercial module. Mr. Riale also informed the Committee that the Subcommittee met on May 4, 2011 to make the additional changes and to recommend final approval to the Committee. The Committee reviewed the seven modules that would be required courses for existing salespersons and brokers.

A motion was made by Ms. Hamilton, seconded by Mr. Doyle, to recommend final approval to the Commission with additions to land use issues. Motion unanimously carried.

Review Comments Submitted from Denise Tatman from the Delaware Association of Realtors

Mr. Riale informed the Committee that Ms. Tatman had submitted a letter for the Committee to review regarding the proposed changes to the continuing education requirements. One area of the letter discussed the processing fees for the applications, and Ms. Williams informed the Committee that neither the Commission nor the Committee determine the fees, as they are set by the Division of Professional Regulation. Mr. Riale stated that some of the comments are based solely on business decisions which would be determined by the course providers.

A motion was made by Ms. Regan, seconded by Mr. Doyle, to table this item until a later date. Motion unanimously carried.

Update from Canon of Ethics Subcommittee

Mr. Tarburton informed the Committee that the Subcommittee had completed the proposed Canon of Ethics for Delaware. A copy of the proposal was circulated for the Committee to review.

A motion was made by Mr. Doyle, seconded by Mr. Burns, to table this item until the June meeting, so the members can review the proposal in depth. Motion unanimously carried.

Discussion Regarding Inactive Licensees & Online Courses

Mr. Burns stated that inactive licensees should be required to complete the newly licensed salesperson course prior to becoming active. Currently, a licensee who is inactive will be able to return to active status if the required amount of CE's are completed. Mr. Burns stated that this can be a problem since inactive licensees can remain on inactive status for an indefinite period of time. Ms. Williams informed the Committee how many non-resident licensees and resident licensees were currently on inactive status. Mr. Doyle suggested that a time limit be put in place for the amount of time a person can stay inactive without having to reapply, since the business is constantly changing. The Committee will continue the discussion during the June meeting.

Review CE Certificate Template & Requirements

The Committee reviewed the CE certificate template and proposed requirements. Ms. Woerner moved, seconded by Ms. Klimowicz, to accept and recommend approval to the Commission, the proposed CE certificate template and requirements with the addition of the license number printed on the certificate. All course providers will need to use the template to create uniformity to the certificates. Motion unanimously carried.

Review Course Outline Template & Requirements

The Committee also reviewed the proposed course outline template and proposed requirements. A motion was made by Ms. Benson, seconded by Mr. Tarburton, to accept and recommend approval to the Commission, the

proposed course outline template and requirements; and to strike “allotted times” and replace with “topic duration”. Motion carried with Mr. Burns and Ms. Woerner opposing.

Review Proposed Protocol for Negative Course Evaluations

Ms. Hamilton requested this be tabled until the June meeting.

Discussion Regarding Previously Reviewed Instructor Application for Susan Mills

Ms. Williams informed the Committee that she had received an e-mail on April 14, 2011 from Ms. Mills stating that she inadvertently forgot to submit her resume and included it in the e-mail for the Committee to review. Ms. Williams stated that she informed Ms. Mills that her application was denied due to the fact that the application was incomplete. Ms. Mills stated that she was informed by Committee members that her application was tabled until receipt of her resume. Due to the confusion and additional information provided, the Committee reviewed her application again.

A motion was made by Mr. Doyle, seconded by Ms. Woerner to recommend instructor approval for Ms. Mills. Motion unanimously carried.

Update from the Commission – Mr. Riale

Mr. Riale stated that the Commission is looking in to the possibility of updating the pre-licensing course. He suggested creating another Subcommittee to handle the task. Ms. Williams informed Mr. Riale that additional Subcommittees will not be formed at this time, due to having three active Subcommittees, and the Committee should wait until the Commission assigns them with the task of “re-vamping” the pre-licensing course. Ms. Williams also stated that if they are assigned to the task, the Committee could work on the task during their regularly scheduled meetings.

NEW BUSINESS

Review of Letters of Intent and Course Evaluations

A motion was made by Mr. Tarburton, seconded by Ms. Klimowicz, to accept all letters of intent and course evaluations as submitted. Motion unanimously carried.

Review of Course Provider Applications

A motion was made by Ms. Regan, seconded by Ms. Hamilton, to recommend to the Real Estate Commission approval, denial and tabling of the following items as noted below. Motion unanimously carried.

A motion was made by Mr. Tarburton, seconded by Mr. Burns, to recommend to the Real Estate Commission contingent approval of the following items as noted below. Motion unanimously carried.

Course Provider: 360 Training.com, Inc.

Course Title:	Bad Loans – Predatory and Fraud	Approved
Credit Hours:	3.0	

Course Title:	Qualifying Buyer and Property	Approved
Credit Hours:	3.0	

Course Title:	Community Ethics	Approved
Credit Hours:	3.0	

Course Provider: Association of Realtors School

Course Title: CRS 202: Sales Strategies for the Residential Specialists
Approved
Credit Hours: 15.0

Course Provider: Long and Foster Institute of Real Estate

Course Title: Financing Issues
Approved Contingent upon Receipt of Timed Outline
Credit Hours: 3.0

Course Title: Financing Update **Approved**
Credit Hours: 3.0

Course Title: How to Have a Smooth Settlement
Approved Contingent upon Receipt of Timed Outline
Credit Hours: 3.0

Course Title: Helping Seller Clients Make Better Decisions **Approved**
Credit Hours: 3.0

Course Title: How to Sell a Short Sales **Approved**
Credit Hours: 3.0

Course Title: Laws, Statutes and Contracts **Approved**
Credit Hours: 3.0

Course Title: Risk Reduction **Approved**
Credit Hours: 3.0

Course Title: Assisting the Internet Customer **Approved**
Credit Hours: 1.5

Course Title: Using the Tax Deferred Exchange **Approved**
Credit Hours: 1.5

Course Title: Tax Implications for Buyers and Sellers of Real Property
Approved Contingent upon Receipt of Timed Outline
Credit Hours: 1.5

Course Title: Contract to Commission **Approved**
Credit Hours: 1.5

Course Title: Understanding Credit Scoring **Approved**
Credit Hours: 1.5

Course Title: Understanding Ground Rates
Approved Contingent upon Receipt of Timed Outline
Credit Hours: 1.5

Course Title: Realtor Internet Detective **Approved**
Credit Hours: 1.5

Course Provider: McKissock, LP

Course Title: The Qualifying Process **Approved**
Credit Hours: 3.0

Course Provider: Ward & Taylor

Course Title: Ethics **Approved**
Credit Hours: 3.0

Course Provider: Advanced Solar Heating & Cooling

Course Title: Residential Energy Independence and Efficiency
Approved
Credit Hours: 2.0

Course Provider: NBI Inc. DBA National Business Institute

Course Title: Real Estate Law: Advanced Issues and Answers
Approved
Credit Hours: 6.0

Course Title: Commercial Evictions from Start to Finish **Approved**
Credit Hours: 6.0

Course Provider: Sullivan & Giordano

Course Title: Common Listing Problems and Solutions **Approved**
Credit Hours: 1.0

Review of Instructor Applications

A motion was made by Ms. Hamilton, seconded by Ms. Klimowicz, to recommend to the Real Estate Commission approval, denial and tabling of the following items as noted below. Motion unanimously carried.

Megan Broomall-Filliben - **Approved**

Pre-Licensing: Real Estate Law

William Tidaback – **Approved to Teach Professional Enhancement Only**

Continuing Education: Professional Enhancement: Building
Performance/Maintenance, Energy Efficiency, Solar, Ultra High Efficiency HVAC, Ultra
High Efficiency Hot Water Systems

Pre-Licensing: Orientation

Broker's Course: Valuing Real Property, Real Estate Investment

Amy Chorew – **Approved to Teach Technology, Social Media & Risk Management Only**

Continuing Education: Technology, Social Media, Risk Management, Fair Housing

Bonnie Sheer – **Approved**

Pre-Licensing: Real Estate Law

Broker's Course: Legal and Governmental Aspects of Real Estate

William Ward – **Approved**

Continuing Education: Legislative Update, DUCIOA, New Agency Law, Salesperson Core Course, Professional Enhancement: Differences Between DE & PA R.E. Transactions, Disclosures, Don't Let Your Sale Fall Apart, What to do when the Sale Falls Apart, Ethics, Hot Topics in R.E., Practical Tips for Listing Agents, Quirks in R.E., Risk Management, Short Sales & Foreclosures, Short Sales Update, Understanding the Agreement of sales

Pre-Licensing Course: Real Estate Law

Todd Coomes – **Approved**

Continuing Education: Environmental Issues in Real Estate Transactions

Review Student Requests for Approval of Educational Activity

A motion was made by Ms. Benson, seconded by Ms. Regan, to recommend to the Real Estate Commission approval, denial and tabling of the following items as noted below. Motion unanimously carried.

Student Name: Barbara Carlson
Activity Title: RE Research & the Internet – **Denied Specific to MD**
Credits Hours: 1.5

Student Name: Bill Nielander
Activity Title: RE Research & the Internet – **Denied Specific to MD**
Credits Hours: 1.5

Student Name: Bill Nielander
Activity Title: The Settlement Process – **Approved for 1 Hour Only**
Credits Hours: 1.5

Student Name: Melinda Griffith
Activity Title: RE Research & the Internet – **Denied Specific to MD**
Credits Hours: 1.5

Student Name: Melinda Griffith
Activity Title: The Settlement Process – **Approved for 1 Hour Only**
Credits Hours: 1.5

Student Name: Joan Walter
Activity Title: RE Research & the Internet – **Denied Specific to MD**
Credits Hours: 1.5

Student Name: Joan Walter
Activity Title: The Settlement Process – **Approved for 1 Hour Only**
Credits Hours: 1.5

Student Name: Jack Walter
Activity Title: RE Research & the Internet – **Denied Specific to MD**
Credits Hours: 1.5

Student Name: Jack Walter
Activity Title: The Settlement Process – **Approved for 1 Hour Only**
Credits Hours: 1.5

Student Name: Barbara Melone
Activity Title: RE Research & the Internet – **Denied Specific to MD**
Credits Hours: 1.5

Student Name: Barbara Melone
Activity Title: The Settlement Process – **Approved for 1 Hour Only**
Credits Hours: 1.5

Student Name: Tim Meadowcroft
Activity Title: RE Research & the Internet – **Denied Specific to MD**
Credits Hours: 1.5

Student Name: Dennis Mather
Activity Title: RE Research & the Internet – **Denied Specific to MD**
Credits Hours: 1.5

Student Name: Dennis Mather
Activity Title: The Settlement Process – **Approved for 1 Hour Only**
Credits Hours: 1.5

Student Name: Sarah French
Activity Title: RE Research & the Internet – **Denied Specific to MD**
Credits Hours: 1.5

Student Name: Sarah French
Activity Title: The Settlement Process – **Approved for 1 Hour Only**
Credits Hours: 1.5

Student Name: Missy Burbage
Activity Title: RE Research & the Internet – **Denied Specific to MD**
Credits Hours: 1.5

Student Name: Missy Burbage
Activity Title: The Settlement Process – **Approved for 1 Hour Only**
Credits Hours: 1.5

Student Name: Myrna Wright
Activity Title: RE Research & the Internet – **Denied Specific to MD**
Credits Hours: 1.5

Student Name: Myrna Wright
Activity Title: The Settlement Process – **Approved for 1 Hour Only**
Credits Hours: 1.5

Student Name: Linda Faber
Activity Title: RE Research & the Internet – **Denied Specific to MD**
Credits Hours: 1.5

Student Name: Linda Faber
Activity Title: The Settlement Process – **Approved for 1 Hour Only**
Credits Hours: 1.5

Student Name: Diane Rohm
Activity Title: RE Research & the Internet – **Denied Specific to MD**
Credits Hours: 1.5

Student Name: Diane Rohm
Activity Title: The Settlement Process – **Approved for 1 Hour Only**
Credits Hours: 1.5

Student Name: Jane Green
Activity Title: RE Research & the Internet – **Denied Specific to MD**
Credits Hours: 1.5

Student Name: Jane Green
Activity Title: The Settlement Process – **Approved for 1 Hour Only**
Credits Hours: 1.5

Student Name: Dottie Wells
Activity Title: RE Research & the Internet – **Denied Specific to MD**
Credits Hours: 1.5

Student Name: Dottie Wells
Activity Title: The Settlement Process – **Approved for 1 Hour Only**
Credits Hours: 1.5

Correspondence

There was no correspondence before the Committee.

Other Business Before the Committee (for discussion only)

There was no other business.

Public Comment

There was no public comment.

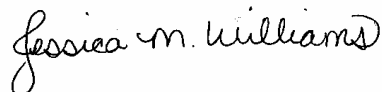
Next Scheduled Meeting

The next meeting will be held on Thursday, June 2, 2011 at 9:30 a.m. in Conference Room A, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

Adjournment

There being no further business, Mr. Doyle made a motion, seconded by Ms. Woerner, to adjourn the meeting. Motion unanimously carried. The meeting adjourned at 12:47 p.m.

Respectfully submitted,



Jessica M. Williams
Administrative Specialist II